

**GMCW Board of Directors
Minutes of Meeting
September 26, 2005**

MEMBERS PRESENT

Stanley Allen	Jerry Lee
Curt Brookshire	Harold Lewis
Larry Guillemette	Rob Mahaffey
Rob Hall	Kathy McGee
Howland Hartley	Dan Patton
Steve Herman	Jack Reiffer
Greg Kubiak	
Steve Katsurinis (for Thom Gibb)	

MEMBERS ABSENT

PROXY

Steve Bennett	
Tom DiGiovanni	
Jack Gerard	Kathy McGee
Thom Gibb	

STAFF MEMBERS PRESENT

David Bielenberg
Jeff Buhrman

The meeting was called to order by Chairman Jack Reiffer at 7:05 pm.

Jack expressed thanks to Larry Guillemette for arranging use of the conference room at Academic Travel Abroad for our meeting.

The minutes for the Meeting of July 31 were reviewed. After amending the attendee list to include Kathy McGee, the minutes were adopted by unanimous vote.

Curt Brookshire brought to the Board's attention an oversight in the election of Board officers at the last meeting. Jerry Lee was appointed Treasurer Designee to work with Harold Lewis for the next year and then begin his full two-year term as Treasurer. The oversight was that Harold Lewis's two year term expired at the end of the year, and needed to be renewed for him to function as Treasurer this year. It was moved that Harold be reappointed as Treasurer. That motion was approved unanimously by the Board.

Treasurer's Report

Harold presented the Balance Sheet for the last year, which closed August 31, 2005. It shows roughly \$3000 surplus after the reserve of 2% of the budget (\$13,000) is set aside. There was some general discussion of budget items. The finance report segment of the annual membership meeting was also discussed. There was concern that GMCW members perceive the reserve as ready cash rather than an investment for the future and a

safety net for emergencies. There was general agreement that this issue needs to be more clearly communicated at next year's meeting. Perhaps making the reserve a line item would help clarify the intention of the reserve. The Board expressed interest in adopting an option of this nature.

The Board approved the Treasurer's report unanimously.

Ticketing Task Force

The task force presented policy options for seating priorities under the new ticketing process for the Board's consideration. They are designed to give priority to donors, long-term members, Capitol Club members and long-term season subscribers. The Board approved the concepts presented and they will be used on a trial basis for assigning seats October 10. The Task Force will report on the results of their trial run at the next Executive Committee meeting. The Board approved the concept, and authorized the Executive Committee to fine-tune the plan, based on the trial run outcome.

Chorus President

Tom DiGiovanni could not attend, but Dan Patton, Vice President for Communications, gave the report. The Dues Task Force establishment has been delayed, but Tom will follow through on that and report to the Board as agreed at our last meeting. There are 30 new members this season. The response of members to perform at the Foundry Church performance this Friday was excellent. The integration of new members program worked extremely well this year. There seems to be a lot of enthusiasm.

Capital Club

Steve Katsurinis sat in for Thom Gibb. Steve reported that the Hillwood kick-off event brought in \$22,000. Attendance was down from the previous two years, and the income was possibly \$10,000 below last year. Personal follow-up to those members not yet renewed is planned. Letters will also be sent out to ensure renewed membership. There was discussion of the value of using Hillwood. It is a great value for the Chorus, but it's novelty for the Cap Club opening may have waned. It was agreed that the Hillwood benefit deserves a close look in order to optimize its value for the Chorus.

The Cap Club event was also the inaugural of the "25 for 25" program for donations celebrating the 25th anniversary of GMCW. This plan had been discussed in concept during past meetings. That donation schedule is attached.

Executive Director

David Bielenburg reported to the Board that the Lincoln Theatre board had decided to give us the refund on our deposit (\$8,590) for the holiday concert originally scheduled for that venue. There have been 262 season subscriptions to date. David also discussed the services being provided by Steven Haber and Ryan Athearn. Their auction checkout facilitation has netted the Chorus additional income for the past several years. One for CSF on September 28, will net the Chorus \$2500. In order to make this service more stable and flexible, there is need for laptop computers. It was proposed that the Board authorize \$3000 to be spent on these laptops. David and Rob Hall will work to see if

there might be donation of computers available. The Board authorized the Executive Committee make the final determination of how many computers to buy, based on David and Rob's report to them at the next meeting. Expenditures up to \$3000 were authorized by the Board.

David's report is attached for reference and for other items reported

Development Committee

Greg Kubiak presented the Development Committee's draft plan for encouraging corporate giving. The "Corporate Circle" outlines donor benefits for donations from \$1,000 to \$25,000. As the committee members and Executive Director make contact with businesses, this is the model they will offer. The Board was very impressed with the proposal and expressed its appreciation to Greg. The proposal is attached.

Artistic Director

Jeff updated the Board on a number of activities. Of primary importance is progress on the 2007 commission. The data collecting questionnaire for the "stories" has been completed. It will be circulated soon. Robert Seeley, a prominent composer for gay choruses, and his lyricist partner, Robert Espindola will be writing the piece. While the cost may reach \$20,000, Jeff has a specific donor who has expressed initial willingness to fund this activity.

Other information is attached in Jeff's report.

Governance Committee

Stanley Allen presented the Strategic Plan initially developed in discussions during the Board retreat in late July. Stanley's document captured the specific actions and responsible parties as decided during that meeting. Board members were requested to review the plan, especially any items they were responsible for and to make any adjustments, providing comments to Stanley no later than October 15.

By-Laws Revision Task Force Report

Dan Patton provided the Board with a project agenda for the task force. It identifies the major benchmark activities for the group to accomplish their goal of updating our by-laws. That project outline is attached.

Jack noted that the Personnel Committee would also have a revised policy/procedure handbook to be approved in tandem with the by-laws revisions.

Chairman

Jack noted the commitment to discuss the issue of Board members as GMCW members. This discussion will need to be postponed.

The meeting was adjourned at 9:20 pm.